

***City of York Board of Architectural Review  
Minutes  
August 2, 2021***

Members present:

Chairperson Beth Bailey  
Diane Hanlon  
Gene Gaulin  
Gary Stewart  
A. Lee McLin  
Linda Lowman

Members absent:

Quinn Witte

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

**The first item of business** was approval of the draft Minutes from the July 12, 2021 meeting. Upon a Motion by Gene Gaulin, seconded by Diane Hanlon, the Board unanimously approved the Minutes as submitted.

**The second item of business** was the discussion of potentially adding items to the agenda related to a mural at 31 North Congress St. and an awning at 11 North Congress St. By affirmation, the Board added both items to the agenda.

**The third item of business** was consideration of a certificate of appropriateness (COA) for a mural to be painted at J&K Paints and Pixels located at 31 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The fourth item of business** was consideration of a certificate of appropriateness (COA) application for an awning to be replaced at 11 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The fifth item of business** was consideration of a certificate of appropriateness (COA) application for a laundry room addition at 209 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The sixth item of business** was consideration of a certificate of appropriateness (COA) application to paint the rear wall of Tender Hearts Thrift Store located at 17 East Madison Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.

2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Diane Hanlon, the Board unanimously approved the application as submitted.

**The seventh item of business** was consideration of a certificate of appropriateness (COA) application to repave the parking lot at 4 East Liberty Street and 1 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The eighth item of business** was consideration of a certificate of appropriateness (COA) application for a veteran's memorial plaque to be located at the York Veteran's Park located at 23 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by A. Lee McLin, the Board unanimously approved the application as submitted.

**The ninth item of business** was consideration of a certificate of appropriateness (COA) application for a storage building to be located at the York Veteran's Park located at 23 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by A. Lee McLin, the Board approved the building, but requested that the applicant provide written approval by the York County Government and drawings showing the location of the building.

**The tenth item of business** was consideration of a certificate of appropriateness (COA) application in the Gateway Corridor Overlay District for freestanding signage and renovation of the storefront at 804 East Liberty Street, the new location of Planet Fitness.

Planning Director Breakfield reminded the Board of requirements for the Gateway Corridor Overlay District.

After discussion and upon a Motion by A. Lee McLin, seconded by Diane Hanlon, the Board conditionally approved the application stating the wall signage must comply with City guidelines and if the freestanding signage is relocated it must be resubmitted to the Board for approval. Gene Gaulin and Gary Stewart opposed the motion.

**The eleventh item of business** was documentation of certificate of appropriateness applications.

**The twelfth item of business** was an update regarding staff-approved certificates of appropriateness. There were no staff-approved COA applications to report at this meeting.

There being no further business, the meeting was adjourned at 7:54 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 8/2/2021  
Seth Duncan, City Manager